

10 March 1961

MEMORANDUM FOR: Chief, Management Staff
SUBJECT : Immunization Records


1. The Immunization Branch of the Medical Staff is in the process of consolidating their files into a new card system.

2. This will require the recall of the following job numbers and boxes on a permanent basis:

Job # 59-464 - Seven Boxes
Job # 60-547 - Two Boxes

3. These nine boxes will be consolidated with records on hand, approximately 23 boxes and forwarded to the Records Center under Job # 61-614.

4. It is requested that disposition action be; retain at Records Center for 2 years, then destroy.


Administrative Officer
Medical Staff

STATINTL